

**PARISH COUNCIL MEETING**

Held in the Guildhall, Thursday 7<sup>th</sup> June 2018 at 7.30 pm.

**Present** Mr C Reeve, Chairman. Mr P Gibson, Vice Chairman  
Mrs J Baker, Mrs D Twitchett, Mr T Sheppard, Mr B Panton, Mr J O'Mahony, Mr A Searle,  
Dr C Posner.

Mr Robert Lindsay, Suffolk County Councillor.

3 members of the public.

**Public Forum**

The resident of an adjacent property shared her observations and objections in respect of the recent retrospective planning application submitted for 18 Shilling Street.

**Police Matters** – Sudbury SNT May Newsletter available at [www.suffolk.police.uk/your-area/Sudbury](http://www.suffolk.police.uk/your-area/Sudbury). The latest summary of crimes reported within the parish of Lavenham is listed on [www.police.uk](http://www.police.uk), search by postcode on Find your Neighbourhood. The latest figures for reports in April 2018 are as follows: Theft Other x 1; Anti-Social Behaviour x1.

Reminder of notice of 'Your Police Your Say' police/public meetings with the PCC and Chief Constable. Babergh area meeting at Hadleigh Town Hall on Wednesday 20<sup>th</sup> June, 7 – 8.30 pm. No need to book, just turn up, quick overview from Tim Passmore and the Chief Constable followed by questions.

**County Councillor's Report** (*circulated to the members, report follows these minutes*)

Mr Lindsay confirmed the figures used in his report in respect of the school and post-16 travel review had been based on the Council's press release. The final decision has not yet been made but the recommendation from officers is 'nearest school', enhanced Option 2.

**District Councillor's Report, Mr W Shropshire** (*circulated to the members and taken as read in Mr Shropshire's absence, report follows these minutes*).

**The Minutes** – Prop. by Mr Gibson, sec. by Mr Searle, the minutes of the Annual Parish Council Meeting held on Thursday 3<sup>rd</sup> May were approved. Carried

**Declarations of Interest** – none

**Apologies for absence** received from Ms Smith and Mr Shropshire.

**Matters arising and update of outstanding issues**

Mrs Baker acknowledged the immense support coming out of the Soper Project launch evening. Slow progress is being made, the contract will hopefully be signed on Monday and then they have until 20 November to come up with the balance of the money.

Mrs Baker also reported that the library AGM has taken place, wonderful work has been done over the last two years and Elise Hardy the manager is enthusiastic and full of ideas. The initiatives are paying dividends to young and old users.

The rubbish has been moved from outside the dwelling in Tenter Piece, as yet there is no movement on repair works. Babergh has also been alerted to the untidy state of the area around the back of the Meadow Court development, this should be dealt with on Monday next.

**Finance and Strategy**

Invoices received/cheques for signature

Lavenham Literary Festival, donation to Children's Book Festival 2018 £150.00: idverde, public toilet works April 2018 £1,103.76: The CGM Group, grounds maintenance May

£874.00: Kinex, phone account May £22.66: Lavenham Community Council, Village Hall room hire 2 sessions £39.00: British Gas, electricity supply Church St toilets £17.81: Anglian Water Business, water charges, Church Street toilets £551.22; Prentice Street toilets £167.34; Cemetery £14.40: Payroll £1,154.70: HMRC, PAYE q/e 05/07/18 £741.00.  
Paid by Direct Debit: 30/05/2018 to BT for Broadband service to old phone box for May £52.32

Proposed by Mrs Baker, seconded by Dr Posner, that the transactions are approved. Carried.

End of Year Finance and earmarked reserves - the Finance Working Group had met and copies of the budget and earmarked reserves review recommendations had been circulated. Mr Reeve talked through the notes. Some Earmarked Expenditure items have been moved to the more appropriate heading of Projects and the total Earmarked Expenditure now stands at £116,000. Prop. Mrs Twitchett, sec. Mr Sheppard, the reviewed budget is approved and adopted. Carried.  
Timetable for approval of Annual Governance Statement/Annual Statement of Accounts – the accounts are with the internal auditor, the date for receipt by the external auditors of the annual return is Monday 25<sup>th</sup> June. The period for the exercise of public rights, 30 working days, will commence on 25<sup>th</sup> June. An additional meeting will be set up for the Council to approve the Annual Governance and Accountability Return.

Quotation for First Meadow portable toilet – Clerk had been quoted the same terms as last year by Karzees, that is £25 per week with a delivery/collection fee of £20 each. Hiring period will be for the school summer holiday. Prop. by Mr O’Mahony, sec. by Dr Posner, and agreed that we go ahead with the provision of this facility.

Additional play equipment repair – Clerk had sought an additional estimate for the cost of repair/replacement of the side panel and window ledge for the Multiplay equipment, which have swollen and delaminated. The full cost for supply and installation is £566.90, but if completed while the installers are on site carrying out the other repairs the price will be £450.00. Prop. by Mrs Twitchett, sec. by Mr Gibson, that this additional work be authorised at the lower cost. Carried.

## **Planning**

### Planning Applications Received:

DC/18/01723 Poppy Cottage , 18 Shilling Street, Lavenham

Application for Listed Building Consent. Internal and external stripping out and repairs as detailed in Heritage, Design and Access Statement. (Retrospective)

Prop. Dr Posner, sec. Mr Searle, Recommend Refusal based on the present evidence, but if the Babergh District Council Enforcement and Heritage Teams are content with the unauthorised works the Parish Council recommendation would alter to Approval. Carried.

DC/18/01899 & DC/18/01900 The Old Rectory, Church Street, Lavenham

Householder Planning Application & Application for Listed Building Consent - Erection of single storey rear extension and associated alterations.

Prop. Mrs Baker, sec. Mr O’Mahony, recommend approval. Carried.

DC/18/01987 Second Meadow Stables, Brent Eleigh Road, Lavenham

Planning Application. Erection of detached dwelling in association with the use of Second Meadow Stables.

Prop. Mrs Twitchett, sec. Dr Posner, and agreed.

Lavenham Parish Council Recommends Refusal for the following reasons:

1. High flood risk – Historically these series of water meadows flood most years and on occasions the water reaches as far as the A1141. The majority of Second Meadow is classified as Flood Zone 3 (Gov.UK Flood Map for Planning). It is noted that on the Application form the flood severity of the meadow is not mentioned.
2. The Application states that the dwelling is in association with the use of Second Meadow Stables. Recreational or livery stabling is not an agricultural use and cannot be considered on that basis in this case (BLP-Alt 2 (2006) Policy CR12). Policy CR01 further states landscape quality and character will be protected by restricting development to that which is essential for the efficient operation of agriculture, forestry, horticulture and for appropriate outdoor recreation.
3. The Application site lies within the designated Special Landscape Area. It is considered that the proposed dwelling does not meet the requirements of BLP-Alt 2 (2006) Policy CR04 where development will only be permitted where it maintains or enhances the special landscape qualities of the area. This requirement is further emphasised in Policy ENV1 of the adopted Lavenham Neighbourhood Development Plan (LDNP).
4. The site of the proposed dwelling does not meet the requirements of Policy H1 (LNDP) as it is not located within or adjacent to the built up boundary of Lavenham and has no relationship to the existing pattern of development in Lavenham.
5. Within the context of Policy H1 (LNDP) paragraph 7.5.7 refers to the Lavenham Conservation Character Appraisal (LCCA), the Lavenham Village Design Statement and the Lavenham Character Assessment (LCA). The proposed site is identified as being within the area designated as LAV 7 of the LCA known as The Common, where this land parcel is judged to have High landscape value and visual sensitivity. It further states that residential development is generally not appropriate on the flood plain.
6. The proposed site lies within the Defined View ‘The Lolls’ referred to in Policy ENV1 LNDP where development must respect the important views into and out from the Village. It is considered that the impact of a dwelling on this site would be detrimental to conserving this important defined view.

DC/18/02133 32 Water Street, Lavenham

Application for Listed Building Consent - Internal alterations and fenestration changes to rear extension

Prop. Mr Searle, sec. Mr Sheppard, recommend approval, materials should be compatible with the existing building. Carried.

DC/18/02310 Woolstaplers Hall, 24 Prentice Street, Lavenham

Notification of works to Trees in a Conservation Area - T1 and T2 (Silver Birch) - Reduce by one third in height. T3 (Silver Birch) – Remove

Prop Dr Posner, sec. Mr O’Mahony, recommend approval. Carried.

Planning Decisions Received:

DC/18/01752 Holly House, 4 White Gates, Lavenham – Consent to Carry out Works to trees protected under Tree Preservation Order WS41/A1 - T1 (Yew) - Fell. T2 and T3 (Yew) - Reduce height by 8-10 ft and shape.

DC/18/01767 The Greyhound, 96 High Street, Lavenham -District Council does not wish to object to works to Trees in a Conservation Area T1 (Silver Birch) Fell and grind out stump

## **Operations**

**Traffic and Road Management** – Mr O’Mahony had received an update of road closures for the resumption of UKPN upgraded cable works, BP Openreach will be working at the same time, in school holiday time at the end of July, beginning of August.

Still no indication as to when the weight restriction experiment in Water Street will commence, Mr Lindsay continues to pursue this.

**Gas works site** – Mr O’Mahony has written to two companies to ask for their views on our proposals in light of environmental study reports produced in 2000 and 2003. The response from the Environment Agency talked about generalities, no specific information, they will answer questions but not give a professional opinion.

**Sudbury Wardens** – it was agreed that the Service Level Agreement is accepted and will be signed with one amendment, that the Wardens provide a monthly report of actions taken during their visits in the previous month.

Street cleaning is to be looked at to see if it can be enhanced. Highways have given verbal approval towards suggestions for planters and public seating to prevent dangerous pavement parking. Two test pieces will be produced for public consultation, other sites can be considered especially if suggestions come forward from the consultation.

**Public Toilets** – some preliminary investigation work will commence in order to improve the airflow in the Prentice Street car park premises. Those at Church Street require painting and some ivy removal, allowance made in the budget.

**Cemetery Chapel refurbishment** - the contractors will soon be on site dealing with snagging and the Chapel should be open on a regular basis from next week.

Plans for tidying up the older part of the Cemetery are in hand, Mr Searle will produce a list of what he thinks needs to be done. It is suggested that a small area is used as a pilot scheme to assess the costs and effectiveness. The works will be advertised in order to keep the community informed. The cost of repairs to the wooden pedestrian gate and fence are included in the budget. Some additional, small, specimen trees will be planted in the Autumn.

## **Housing and Social**

**CLT** - starting to lay bricks to damp course level.

**LED lighting** – Mr Reeve had been informed that Phase 2 should commence on 2<sup>nd</sup> July and take about 2 weeks to complete.

**Good Neighbours Scheme** – the evening get-together for volunteers had been successful and a donation of £500 from the Christmas Fair committee had been handed over. There had been a demonstration of potting up plants at today’s Common Room tea.

**Lavenham Dementia Alliance** – with Mr Panton’s help flyers and posters had been printed and will be distributed to every house in the village. The Lavenham group has joined the Dementia Action Alliance.

Teas will be served at the Lavenham Open Gardens jointly with the Stroke Association. A donation of £250 to the Lavenham Dementia Alliance had also been handed over by the Christmas Fair committee at the GNS event. A Business Breakfast is planned for Wednesday 18<sup>th</sup> July, from 8.30 to 9.30 am. It is planned to have three speakers addressing the meeting for 10 minute slots.

Mr O’Mahony asked if group training for the members of the Parish Council could be arranged.

## **Correspondence had been received from:**

Babergh District Council press release, Leader and Deputy Leader of Babergh District Council to host question time event in Hadleigh. The Leader of Babergh District Council, Councillor John Ward and Deputy Leader, Councillor Jan Osborne are inviting people who live and work in the area to ask questions about the council’s work at an event in

Hadleigh. The councillors are hosting the event on Saturday 9 June between 10am and 12noon at The Guildhall in Market Place, Hadleigh.

Email from residents living nearby Lavenham Walk asking whether the Parish Council is in discussions which may result in a gate being placed at the north end of the public road which leads from the High Street to Lavenham Walk. There is no knowledge of a plan which would mean that a gate would block the right of way for the house on this roadway although there may be a barrier erected nearer the Walk to stop vehicles proceeding onto the Walk where trees and bushes were removed to enable Anglian Water to access the area.

Communication from Alex Moore da Luz of Dedham of Dedham Vale AONB and Stour Valley Project who has noticed the amount of Himalayan Balsam growing on the river bank near Clay Hill. He is wondering if he and a work party could remove this invasive plant. He works in conjunction with the Environment Agency and has carried out works for them on several areas. There were no objections to this, although any necessary permissions must be obtained first.

Suffolk County Council, making the Parish Council aware of the major review regarding the school and post-16 travel service. The cabinet will consider a package of proposals when they meet on Tuesday 19<sup>th</sup> June.

### **Casual Vacancy**

One expression of interest has been received. Due to time constraints consideration of this matter will be held over until the meeting set up to approve the Annual Return.

### **TIC building**

Mr Reeve, Mr Gibson, Mr O'Mahony and Mr Searle had attended the Visitor Information Workshops in Sudbury yesterday. There had been a very poor uptake, Lavenham Parish Councillors were the only Parish Council representatives present and no more than 6 businesses were represented. The officers were trying to explain the thinking behind the closure of the two TICs, Stowmarket and Lavenham, and looking for ideas for the future provision of visitor information (VIP – Visitor Information Point), low cost and un-staffed.

Mr Reeve had spoken to Tom Barker and Lee Carvell regarding the Lavenham TIC in particular and how the Parish Council might take on the building as a community hub and Post Office with other village services and a visitor information element. There will be a further meeting with officers next Wednesday working towards a possible, workable solution. Any proposals would have to go through Babergh members.

### **Future of the Market Place**

It was thought that the long term future of the Market Place should be considered, a balance needs to be struck between a 'working village' and the needs of visitors who come to see the historic buildings. It is important that the Parish Council takes the lead and develops a view on the possibilities before involving other interested parties. It was agreed that an analysis should be produced, a list of pros and cons of various options, and members observe how other villages and towns have coped with similar problems.

### **Future agenda items**

Car charging points; website translations; footpath at Green Willows

### **Matters to be brought to the attention of the Parish Council**

The Councillors acknowledged and recorded thanks for the contribution of Parish Councillor Nicola Smith and Mrs Janet Knight towards the cost and work of planting up the flower planters in the Market Place, as were all residents and businesses who were also planting and maintaining floral displays on the street frontages.

The Parish Council was concerned to learn that some of the dog fouling notices erected at various points had been vandalised and some removed completely. It is hard to understand the motivation of the person/people doing this as it is thought that nobody would wish to obstruct efforts to make our open spaces and footpaths cleaner and safer for everybody to enjoy.

Mr O'Mahony reported that the Armistice Centenary event is moving forward and has now been registered with Battle's Over. The beacon will be put on order.

The meeting closed at 9.55 pm.

Date of next meeting: The next meeting will be held on Thursday 5<sup>th</sup> July 2018.